

WILDLIFE CONSERVATION AND SCIENCE

Research & Conservation

Wildlife 5.3 Code of Conduct for External Collaborators

1 Purpose

To ensure that collaborators understand the Taronga Conservation Society Australia (Taronga) Code of Conduct for External Collaborators and Taronga expectations of research collaborators working on Taronga's site in respect of personal behaviour and conditions of engagement.

2 Policy Statement

Taronga participates in scientific collaboration with other members of the research community. In return Taronga expects collaborators to adhere strictly to its Code of Conduct for External Collaborators during their day to day activities at Taronga.

This Code of Conduct for External Collaborators is based on the following principles:

- collaborators shall act in a tolerant, honest and respectful manner towards all staff throughout Taronga; and
- collaborators shall recognise the high standards of ethical behaviour expected of Taronga employees and act in a similar manner.

All collaborators are required to be aware of and act consistently with these values at all times.

3 Definitions

3.1 Collaborator

Collaborator means all students and external scientists of an educational or research facility, including but not limited to Universities.

3.2 Employee

Employee means all staff of Taronga (including full-time, part-time, casual or voluntary staff).

4 References

Taronga Human Resources, Ethics and Code of Conduct, HR 8.1 Code of Conduct.

5 Personal conduct

All collaborators must:

- treat all Taronga employees, consultants, contractors, volunteers, members of the public and other collaborators with respect, dignity, impartiality, courtesy and sensitivity;
- maintain a cooperative and collaborative approach to inter-personal relationships;
- act honestly and ethically in their dealings with Taronga employees, consultants, contractors, volunteers, members of the public and other collaborators;
- respect the privacy of employees, consultants, contractors, volunteers, members of the public and other collaborators;

- ensure that they do not act in a manner that unnecessarily or unreasonably impedes the ability of Taronga employees, consultants, contractors, volunteers, members of the public and other collaborators to carry out their work, research or study at Taronga;
- ensure that they do not act in a manner that unnecessarily or unreasonably impedes the ability of Taronga employees, consultants, contractors, volunteers, members of the public or other collaborators to access or use the resources of Taronga; and
- ensure that they do not become involved in or encourage discrimination against or harassment or bullying of employees, consultants, contractors, volunteers, members of the public or other collaborators.

6 Conditions of Engagement

The following procedures are to be considered and mutually agreed upon prior to the implementation of programs where Taronga personnel intend to collaborate with external research agencies:

- collaborators who break Taronga-owned equipment when using it as part of a non- Taronga program will be required to repair or replace the equipment to its original condition at the cost of the collaborator;
- identify ownership of the data that are anticipated to result from the collaborative program (a program run between Taronga and another institution);
- identify authorship and authorship order on manuscripts anticipated from the results of the collaborative program (a program run between Taronga and another institution);
- identify a mutually agreed timeframe for anticipated results of the collaborative program (a program run between Taronga and another institution) to be written up for submission for publication. If this work cannot be completed within the originally agreed timeframe then the data will revert in ownership to Taronga (unless otherwise agreed in writing) to complete the work for publication;
- identify storage arrangements for data and samples that are anticipated to result from the collaborative program (a program run between Taronga and another institution);
- identify ownership of samples that are anticipated to result from the collaborative program (a program run between Taronga and another institution);
- removal of Taronga-owned samples by collaborators may only occur with the permission of the Taronga personnel who has the delegated responsibility for the samples;
- removal of Taronga-owned data by collaborators may only occur with the permission of Taronga personnel who has the delegated responsibility for the data;
- removal of Taronga-owned equipment and consumables from the Taronga's site by collaborators may only occur with the permission of the Taronga personnel who has the delegated responsibility for the consumables;
- public presentation of the data may only occur with the approval of the Taronga personnel responsible for the project; and
- press releases or other public documents that mention the name of Taronga or Taronga employee must be reviewed by the Taronga communications manager/research manager prior to external circulation.

7 Approval

Cameron Kerr
Director and Chief Executive

Date:

8 Appendices

There were no appendices